

Attendance & Enrollment Reports

Shannon Wendling & Pam Brewer





Presentation Agenda

- ISEE Login
- ISEE Reports

IMPORTANT: Verify against student management software

- ISEE Calendar

IMPORTANT: Corrections to midterm reporting through 3/27/16 deadline.
After 3/27/16 corrections must be requested, approved and upload received by 6/17/16 deadline.

- Who to Contact





[Portal Home](#) ▶ [Home](#)

[PORTAL HOME](#)

Libraries

Lists

Contacts

Links


Calendar

Announcements


EOC Assessments

 All Site Content

Announcements



ISEE INSTRUCTIONAL MANAGEMENT SYSTEM



TEACHERS:

Having trouble viewing your 2011-12 School Year Classes and Students?

Please contact your District Technology Director and ask for an ISEE upload to the State Department of Education!

CHOOSE A SECTION

Section: [SCIENCE 4.00001 B0101A] ▼

BY BENCHMARK TESTS | CLASSROOM TESTS | SPOKESMAN TESTS

Recent Benchmark Tests

NOVEMBER

66.9 %

66.9 %

Standards Mastery
Data Analysis
New Analysis

35 14 **66.9 %**

AVAILABLE TESTS SUBMITTED

Section: **SCIENCE**

Section: **SCIENCE**

FILTER BY SCORE GRADE: ■ ■ ■

SCORE GRADE	SCIENCE 4.00001 B0101A	SCIENCE 4.00001 B0101A	SCIENCE 4.00001 B0101A	SCIENCE 4.00001 B0101A	SCIENCE 4.00001 B0101A
100%	100%	100%	100%	100%	100%
90%	90%	90%	90%	90%	90%
80%	80%	80%	80%	80%	80%
70%	70%	70%	70%	70%	70%
60%	60%	60%	60%	60%	60%
50%	50%	50%	50%	50%	50%
40%	40%	40%	40%	40%	40%
30%	30%	30%	30%	30%	30%
20%	20%	20%	20%	20%	20%
10%	10%	10%	10%	10%	10%
0%	0%	0%	0%	0%	0%

MY APPLICATIONS

- Admin Tool
- AYP - Adequate Yearly Progress
- DataUpload Tool
- EDUID
- **Reports - Attend/Enroll**
- Reports - Staffing
- Teacher Certification



ISEE Balancing Reports

After each transmitted upload, run the following ISEE reports:

- Current Year Support Unit Calculation
- Building Level
- Net Enrollment Report
- Enrollment Detail Report
- Aggregate Attendance Detail
- Best 28 Weeks
- District Wide
- Prior Year Support Unit Calculation



Upload ISEE data prior to deadline to verify accuracy



Unit Calculation Report

Effective Date: 4/15/2015

Idaho State Department of Education

7/23/2015 7:46:04 AM

Page: 1

Attendance/Enrollment System
Current Year Support Unit Calculation

School Year: 2014 - 2015

Report Type: Midterm Reporting Period

025 POCATELLO DISTRICT

	Days/Sessions Midterm	Aggregate Attendance	A.D.A.	Special Education	Adjusted A.D.A.	Unit Divisor	Support Units
Kinderqarten Administrative	29.03	26,044.50	897.16		897.16 /	40.0 =	22.43
Elementary 1-3 Administrative	52.00	148,981.50	2,865.03	(217.44)	2,647.59 /	20.0 =	132.38
Elementary 4-6 Administrative	52.00	143,509.50	2,759.80	(168.42)	2,591.38 /	23.0 =	112.67
Secondary Administrative	52.00	265,997.50	5,115.34	(299.55)	4,815.79 /	18.5 =	260.31
Exceptional Education							
Exceptional Preschool					37.26		
Exceptional Elementary					385.86		
Exceptional Secondary					299.55		
9034 - POCATELLO JUVENILE DETENTION Secondary					3.68		
Exceptional Education Total					726.35 /	14.5 =	50.09
Separate Attendance Units, Alternative Secondary Schools, District-to-Agency Contracts, Border Contracts, Summer J.D.							
1002 - KINPORT ACADEMY Secondary	119.00	52.00	5,792.36	111.39	22.28 /	12.0 =	1.86
1141 - NEW HORIZONS HIGH SCHOOL Secondary	119.00	52.00	24,495.43	471.07	94.21 /	12.0 =	7.85
1142 - NEW HORIZONS ALT SUMMER Secondary	34.00	34.00	27,352.50	804.49	121.57 /	40.0 =	3.04
Total Support Units							590.63
Protected Support Unit Adjustment: -0.1%							-0.59
Total Support Units (adjusted for protection)							590.04

Days in Session may not equal actual Days in Session due to rounding.

Average Daily Attendance (A.D.A.)	Term
Preschool (Special Ed)	37.26
Kinderqarten	773.49
Elementary	5,211.01
Secondary	4,725.30
Exceptional	689.23
Alternative Secondary	123.22
Total	11,559.51
Summer Alternative Secondary	121.57
Summer Juvenile Detention	

Average Daily Attendance (A.D.A.)	1st Rot Period
Preschool (Special Ed)	37.26
Kinderqarten	897.16
Elementary	5,238.97
Secondary	4,815.79
Exceptional	689.09
Alternative Secondary	116.49
Total	11,794.76
Summer Alternative Secondary	121.57
Summer Juvenile Detention	



Net Enrollment Rpt

Effective Date :
Page: 1

Idaho State Department of Education
Attendance/Enrollment System
Net Enrollment Report

7/23/2015 8:00:04 AM

School Year: 2014 - 2015
Provider(s): 025 POCATELLO DISTRICT
Building(s): All

Charters: Both
Period: 1
Begin Date: 7/7/2014
End Date: 11/7/2014

Bldg	Building	Pre	K	1st	2nd	3rd	4th	5th	6th	Elementary Net Total	7th	8th	9th	10th	11th	12th	Secondary Net Total	All Grades Net Total
	Region 5																	
	025 POCATELLO DISTRICT																	
0020	FRANKLIN MIDDLE	0	0	0	0	0	0	0	244	244	246	227	0	0	0	0	473	717
0021	HAWTHORNE MIDDLE	0	0	0	0	0	0	0	252	252	247	256	0	0	0	0	503	755
0022	IRVING MIDDLE SCHOOL	0	0	0	0	0	0	0	215	215	186	196	0	0	0	0	382	597
0023	ALAMEDA MIDDLE	0	0	0	0	0	0	0	225	225	192	228	0	0	0	0	420	645
0024	POCATELLO HIGH	0	0	0	0	0	0	0	0	0	0	0	250	255	275	235	1,015	1,015
0025	HIGHLAND HIGH SCHOOL	0	0	0	0	0	0	0	0	0	0	0	411	375	356	325	1,467	1,467
0353	EDAHOW ELEMENTARY	0	40	56	52	53	49	57	0	307	0	0	0	0	0	0	0	307
0354	GREENACRES	0	58	64	60	57	48	52	0	339	0	0	0	0	0	0	0	339
0355	INDIAN HILLS	0	93	99	90	93	110	96	0	581	0	0	0	0	0	0	0	581
0356	CHUBBUCK ELEMENTARY	0	93	100	85	84	90	85	0	537	0	0	0	0	0	0	0	537
0357	GATE CITY ELEMENTARY	0	74	81	80	86	78	83	0	482	0	0	0	0	0	0	0	482
0358	RULON M ELLIS ELEM	0	68	89	83	81	85	83	0	489	0	0	0	0	0	0	0	489
0359	WASHINGTON	0	30	49	43	47	44	40	0	253	0	0	0	0	0	0	0	253
0360	TYHEE ELEMENTARY	13	78	86	76	89	92	82	0	503	0	0	0	0	0	0	0	516
0361	SYRINGA ELEMENTARY	0	96	80	82	78	101	64	0	501	0	0	0	0	0	0	0	501
0362	CLAUDE A WILCOX ELEM	0	87	98	99	98	93	89	0	564	0	0	0	0	0	0	0	564
0365	JEFFERSON	0	72	75	70	80	76	50	0	423	0	0	0	0	0	0	0	423
0366	TENDON ELEMENTARY	0	48	42	46	53	51	48	0	288	0	0	0	0	0	0	0	288
0368	LEWIS & CLARK	0	99	93	111	87	91	81	0	562	0	0	0	0	0	0	0	562
0956	CENTURY HIGH SCHOOL	0	0	0	0	0	0	0	0	0	0	0	324	290	302	297	1,213	1,213
9033	LINCOLN PRESCHOOL	111	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	111
TOTAL GRADE GROUPING			936			2,975			2,854							5,473		
AVRG ADA MIDTERM		95%	889			2826			2711							5199		
UNIT CALC RPT ADA			897			2865			2760							5115		
1141	NEW HORIZONS HIGH	0	0	0	0	0	0	0	0	0	0	0	5	21	33	52	111	111
1002	KINPORT ACADEMY	0	0	0	0	0	0	0	0	0	10	16	0	0	0	0	26	26
9034	POCATELLO JUVENILE	0	0	0	0	0	0	0	0	0	0	1	0	1	1	1	4	4



Building Level Rpt

Effective Date: 4/15/2015

Page: 1

Idaho State Department of Education

Attendance/Enrollment System

7/23/2015 8:27:00 AM

Regular Attendance Information By Building

School Year: 2014 - 2015

Period(s): 1

025 POCATELLO DISTRICT
0020 FRANKLIN MIDDLE SCHOOL
Elem 4-6

Week Number	Monday Date	Days In Session	Emerg Closure Days	Vacation Days	Aggregate Attendance	ADA	Adjusted Aggregate Attendance
9	8/25/2014	4.0	0.0	0.0	978.5	244.63	978.50
10	9/1/2014	4.0	0.0	1.0	952.0	238.00	952.00
11	9/8/2014	5.0	0.0	0.0	1,189.5	237.90	1,189.50
12	9/15/2014	5.0	0.0	0.0	1,195.5	239.10	1,195.50
13	9/22/2014	5.0	0.0	0.0	1,191.5	238.30	1,191.50
14	9/29/2014	4.0	0.0	0.0	963.5	240.88	963.50
15	10/6/2014	5.0	0.0	0.0	1,178.5	235.70	1,178.50
16	10/13/2014	5.0	0.0	0.0	1,161.0	232.20	1,161.00
17	10/20/2014	5.0	0.0	0.0	1,176.5	235.30	1,176.50
18	10/27/2014	5.0	0.0	0.0	1,181.0	236.20	1,181.00
19	11/3/2014	5.0	0.0	0.0	1,168.5	233.70	1,168.50
Total		52.0	0.0	1.0	12,336.00	237.23	12,336.00

Building Level Rpt shows the weeks, # days per week, Aggregate Attendance and ADA for that week.

1. Verify days in session against the grade group calendar
2. Check ADA for any drops in attendance that can't be explained



Aggregate Attendance Rpt

Effective Date :
Page: 1

Idaho State
Attendance/Enr
Aggregated

7/23/2015 8:46:13 AM

School Year: 2014 - 2015
Effective Date: 4/15/2015
Provider(s): 025 POCATELLO DISTRICT
Building(s): All
Begin Attend Week: 2 - 07/07/2014
End Attend Week: 19 - 11/03/2014

025 POCATELLO DISTRICT												
0020 FRANKLIN MIDDLE SCHOOL												
Sixth Grade												
Edu Id	Name	25-Aug	01-Sep	08-Sep	15-Sep	22-Sep	29-Sep	06-Oct	13-Oct	20-Oct	27-Oct	03-Nov
123456789	Timely, Manner	4.00	4.00	2.00	5.00	5.00	3.00	4.00	5.00	5.00	5.00	2.00
246789101	Best, Practices									5.00	5.00	2.00
135791113	Proofing, Error	4.00	4.00	5.00	5.00	5.00	4.00	5.00	5.00	4.50	5.00	5.00
987654321	Good, Attendance	4.00	4.00	5.00	5.00	5.00	4.00	5.00	5.00	5.00	5.00	5.00
654321987	Etc, Names	4.00	3.00	5.00	4.00	5.00	4.00	5.00	5.00	5.00	5.00	5.00
		4.00	4.00	5.00	5.00	5.00	4.00	5.00	4.00	5.00	4.00	5.00
		4.00	2.00	5.00	5.00	5.00	4.00	5.00	5.00	4.00	5.00	5.00
		4.00	4.00	5.00	4.00	5.00	4.00	5.00	5.00	5.00	5.00	5.00
		4.00	4.00	5.00	5.00	5.00	4.00	5.00	5.00	5.00	5.00	5.00
		3.00	4.00	5.00	4.50	5.00	4.00	5.00	5.00	5.00	5.00	5.00
		4.00	4.00	5.00	5.00	5.00	4.00	5.00	5.00	5.00	5.00	5.00
		4.00	4.00	5.00	5.00	5.00	4.00	5.00	5.00	5.00	5.00	5.00
		4.00	4.00	5.00	5.00	3.00	4.00	5.00	5.00	5.00	5.00	5.00
		4.00	4.00	5.00	5.00	5.00	4.00	5.00	5.00	5.00	5.00	5.00
		4.00	4.00	5.00	4.00	5.00	4.00	5.00	3.50	5.00	5.00	5.00
		4.00	2.00	4.00	5.00	4.00	4.00	5.00	5.00	4.00	5.00	4.00
		4.00	4.00	5.00	5.00	5.00	4.00	5.00	5.00	5.00	5.00	5.00
		4.00	4.00	5.00	4.00	5.00	4.00	5.00	5.00	5.00	5.00	5.00
		4.00	4.00	5.00	5.00	3.50	4.00	5.00	5.00	5.00	4.00	5.00
		4.00	4.00	5.00	5.00	5.00	4.00	5.00	5.00	5.00	5.00	5.00
		4.00	4.00	5.00	5.00	5.00	4.00	5.00	5.00	5.00	3.00	5.00
		4.00	3.00	5.00	5.00	5.00	4.00	5.00	5.00	5.00	5.00	5.00
		4.00	4.00	2.00	5.00	4.00	4.00	5.00	5.00	3.00	5.00	3.00
					4.00	5.00	4.00	5.00	5.00	5.00	4.00	5.00
		4.00	4.00	5.00	5.00	5.00	4.00	5.00	5.00	5.00	5.00	5.00

Aggregate Attendance shows
individual weekly attendance.



Exceptional Child Unit Report

Effective Date: 4/15/2015

Page: 1

Idaho State Department of Education
Attendance/Enrollment System
Exceptional Child Unit Approvals

School Year: 2014 - 2015

Provider: 025 POCATELLO DISTRICT

ELEMENTARY

	Fall	
	Membership	% of Total
1. Adjusted fall K-3 enrollment	3,624.00	56.35%
2. Adjusted fall 4-6 enrollment	2,807.00	43.65%
(Do not include JDC or Border students)		
3. minus exceptional tuition equivalent students	0.00	
4. (line 1 + line 3) minus line 3	6,431.00	
5. line 4 x 6.0%	385.86	
6. line 3 plus line 5 = approved number of ELEM students	385.86	

56.35% x 385.86 = ELEM 1-3 portion

43.65% x 385.86 = ELEM 4-6 portion

217.44

168.42

SECONDARY

7. Adjusted fall 7-12 enrollment	5,412.00
(Do not include AHS, JDC or Border Students)	
8. minus exceptional tuition equivalent students	(2.00)
9. line 7 minus line 8	5,410.00
10. line 9 x 5.5%	297.55
11. line 8 plus line 10 = approved number of SECND students	299.55

K-12 figures
are based
off of the
General Net
Allocated
Enrollment

These figures are
the Special Ed
ADA reduction
adj for grade
grouping 1-12
ADA this will tie
back to the
Support Unit Calc



Preschool FTE Unit Summary

Effective Date: 3/27/2015

Idaho State Department of Education

7/23/2015 9:01:02 AM

Page: 1

Attendance/Enrollment System
Preschool FTE Unit Summary Report

School Year: 2014 - 2015

District #	DistrictName	School #	SchoolName	StudentCount	Minutes Per Week	Calc FTE	Max FTE
025			Totals:	131	35765.00	37.26	37.26
	POCATELLO	9033	LINCOLN	131.00	35765.00	37.26	37.26

Preschool numbers are based on your PK Students
identified in your student management system



Prior Year Support Units (Protection vs. No Protection)

Effective Date: 4/30/2013
Page: 1

Idaho State Department of Education
Attendance/Enrollment System
Prior Year Support Unit Calculation

4/30/2013 3:44:35 PM

School Year: 2012 - 2013
Report Type: First Reporting Period

073 HORSESHOE BEND SCHOOL DISTRICT

	Prior Year				
	Prior Year A.D.A.	A.D.A. Minus %	Unit Divisor	Support Units	
Kindergarten Administrative	16.80	16.29		0.60	Minimum
Elementary 1-6 Administrative	94.28	91.45 /	16.00 =	5.72	
Secondary Administrative	147.91	143.47 /	12.00 =	11.96	
Exceptional Education					
Exceptional Elementary	7.26				
Exceptional Secondary	8.91				
Exceptional Education Total	16.17	15.68 /	14.50 =	1.08	
Total Prior Year A.D.A.	275.16	Total Support Units		19.36	
<----- Current Year ----->					
	A.D.A.			Support Units	
	275.16	Total Protected Support Units		19.36	
		Protected Support Unit Adjustment: -0.11%		(0.02)	
		Total Support Units		19.34	
		(adjusted for protection)			
Current Total ADA (P-12)	251.81	<Protected>			
Prior Year First Period Minus 3%	266.90	Use Protected or Current Year's Support Units			

* Excludes Alternative Summer, Summer Juvenile Detention, Border, and District-to-Agency Contracts

Example 1
Protected

Effective Date: 4/30/2013
Page: 1

Idaho State Department of Education
Attendance/Enrollment System
Prior Year Support Unit Calculation

4/30/2013 4:05:05 PM

School Year: 2012 - 2013
Report Type: First Reporting Period

013 COUNCIL DISTRICT

	Prior Year		Unit	Support
	A.D.A.	Minus %	Divisor	Units
Kindergarten Administrative	19.76	19.16		0.60 Minimum
Elementary 1-6 Administrative	93.75	90.94 /	16.00 =	5.68
Secondary Administrative	95.20	92.34		8.00 Minimum
Exceptional Education				
Exceptional Preschool	0.54			
Exceptional Elementary	7.68			
Exceptional Secondary	6.16			
Exceptional Education Total	14.38	13.95		1.00 Minimum
Total Prior Year A.D.A.	223.08	Total Support Units		15.28
<----- Current Year ----->				
	A.D.A.			Support Units
	223.08	Total Protected Support Units		15.28
		Protected Support Unit Adjustment: -0.11%		(0.02)
		Total Support Units		15.26
		(adjusted for protection)		
Current Total ADA (P-12)	222.15	<Not Protected>		
Prior Year First Period Minus 3%	216.39	Must use Current Year's Support Units		

* Excludes Alternative Summer, Summer Juvenile Detention, Border, and District-to-Agency Contracts

Example 2
Not Protected



District Wide

Effective Date: 4/30/2013

Idaho State Department of Education

Page: 5

Attendance/Enrollment System
District Wide Regular Attendance Information

School Year: 2012 - 2013

Period(s): 1,2,3,4

055 BLACKFOOT DISTRICT

Secondary

Week Number	Monday Date	Days In Session	Emerg Closure Days	Aggregate Attendance	ADA
11	9/3/2012	3.00	0.00	4,819.50	1,606.50
12	9/10/2012	5.00	0.00	7,983.00	1,596.60
13	9/17/2012	5.00	0.00	7,888.50	1,577.70
14	9/24/2012	5.00	0.00	7,873.00	1,574.60
15	10/1/2012	3.00	0.00	4,711.00	1,570.33
16	10/8/2012	5.00	0.00	7,806.00	1,561.20
17	10/15/2012	5.00	0.00	7,855.00	1,571.00
18	10/22/2012	5.00	0.00	7,814.00	1,562.80
19	10/29/2012	5.00	0.00	7,823.50	1,564.70
20	11/5/2012	5.00	0.00	7,849.50	1,569.90
21	11/12/2012	5.00	0.00	7,763.00	1,552.60
22	11/19/2012	2.00	0.00	3,085.00	1,542.50
23	11/26/2012	4.65	0.00	7,406.50	1,592.98
24	12/3/2012	5.00	0.00	7,830.50	1,566.10
25	12/10/2012	5.00	0.00	7,598.50	1,519.70
26	12/17/2012	5.00	0.00	7,442.00	1,488.40
28	12/31/2012	3.00	0.00	4,488.00	1,496.00
29	1/7/2013	4.00	0.00	6,072.00	1,518.01
30	1/14/2013	5.00	0.00	7,609.50	1,521.90
31	1/21/2013	4.00	0.00	6,204.50	1,551.13
32	1/28/2013	5.00	0.00	7,627.00	1,525.40
33	2/4/2013	5.00	0.00	7,695.50	1,539.10
34	2/11/2013	5.00	0.00	7,547.00	1,509.40
35	2/18/2013	4.00	0.00	6,078.00	1,519.51
36	2/25/2013	4.65	0.00	7,260.00	1,562.40
37	3/4/2013	5.00	0.00	7,590.00	1,518.00
38	3/11/2013	5.00	0.00	7,517.50	1,503.50
39	3/18/2013	5.00	0.00	7,348.50	1,469.70
41	4/1/2013	5.00	0.00	7,379.00	1,475.80
Totals:		132.30	0.00	203,965.00	1,541.69

Shows all of your
weeks aggregate
attendance in date
order by grade
grouping



Best 28 Weeks Report

Effective Date: 4/30/2013

Idaho State Department of Education

4/30/2013 2:04:54 PM

Page: 5

Attendance/Enrollment System
Regular Attendance Information By Building

School Year: 2012 - 2013
BLACKFOOT DISTRICT
055

Secondary

Rank	Week Number	Monday Date	Days In Session	Emerg Closure Days	ADA	Adjusted Aggregate Attendance
1	11	9/3/2012	3.00	0.00	1,606.50	4,819.50
2	12	9/10/2012	5.00	0.00	1,596.60	7,983.00
3	23	11/26/2012	4.65	0.00	1,592.98	7,406.50
4	13	9/17/2012	5.00	0.00	1,577.70	7,888.50
5	14	9/24/2012	5.00	0.00	1,574.60	7,873.00
6	17	10/15/2012	5.00	0.00	1,571.00	7,855.00
7	15	10/1/2012	3.00	0.00	1,570.33	4,711.00
8	20	11/5/2012	5.00	0.00	1,569.90	7,849.50
9	24	12/3/2012	5.00	0.00	1,566.10	7,830.50
10	19	10/29/2012	5.00	0.00	1,564.70	7,823.50
11	18	10/22/2012	5.00	0.00	1,562.80	7,814.00
12	36	2/25/2013	4.65	0.00	1,562.40	7,260.00
13	16	10/8/2012	5.00	0.00	1,561.20	7,806.00
14	21	11/12/2012	5.00	0.00	1,552.60	7,763.00
15	31	1/21/2013	4.00	0.00	1,551.13	6,204.50
16	22	11/19/2012	2.00	0.00	1,542.50	3,085.00
17	33	2/4/2013	5.00	0.00	1,539.10	7,695.50
18	32	1/28/2013	5.00	0.00	1,525.40	7,627.00
19	30	1/14/2013	5.00	0.00	1,521.90	7,609.50
20	25	12/10/2012	5.00	0.00	1,519.70	7,598.50
21	35	2/18/2013	4.00	0.00	1,519.51	6,078.00
22	29	1/7/2013	4.00	0.00	1,518.01	6,072.00
23	37	3/4/2013	5.00	0.00	1,518.00	7,590.00
24	34	2/11/2013	5.00	0.00	1,509.40	7,547.00
25	38	3/11/2013	5.00	0.00	1,503.50	7,517.50
26	28	12/31/2012	3.00	0.00	1,496.00	4,488.00
27	26	12/17/2012	5.00	0.00	1,488.40	7,442.00
28	41	4/1/2013	5.00	0.00	1,475.80	7,379.00
Totals:			127.30	0.00	1,544.51	196,616.50



Greater than 1 ADA Report

Idaho State Department of Education

Page: 1

Basic Education Attend Enroll System
Greater Than One ADA Report

School Year: 2013 - 2014

Provider: 055 BLACKFOOT DISTRICT

district Id	District Name	school Id	School Name	Edu Id	Name	Grade Name	Week Begin Date	Calendar Type	Instruction Days	Reported Attend Days	Adjusted Days	Reported Student ADA	Adjusted ADA
055	BLACKFOOT DISTRICT	0386	GROVELAND			First Grade	9/2/2013	Regular School	3	3.00	1.50	1.00	0.50
477	Blackfoot Charter	1294	Blackfoot Charter			First Grade	9/2/2013	Regular School	3	3.00	1.50	1.00	0.50
055	BLACKFOOT DISTRICT	0386	GROVELAND			First Grade	9/9/2013	Regular School	5	5.00	3.00	1.00	0.50
477	Blackfoot Charter	1294	Blackfoot Charter			First Grade	9/9/2013	Regular School	4	4.00	2.00	1.00	0.50
055	BLACKFOOT DISTRICT	0386	GROVELAND			First Grade	9/16/2013	Regular School	5	5.00	3.00	1.00	0.50
477	Blackfoot Charter	1294	Blackfoot Charter			First Grade	9/16/2013	Regular School	4	4.00	2.00	1.00	0.50
055	BLACKFOOT DISTRICT	0386	GROVELAND			First Grade	9/23/2013	Regular School	5	5.00	3.00	1.00	0.50
477	Blackfoot Charter	1294	Blackfoot Charter			First Grade	9/23/2013	Regular School	4	4.00	2.00	1.00	0.50
055	BLACKFOOT DISTRICT	0386	GROVELAND			First Grade	9/30/2013	Regular School	3	3.00	1.50	1.00	0.50
477	Blackfoot Charter	1294	Blackfoot Charter			First Grade	9/30/2013	Regular School	4	4.00	2.50	1.00	0.50
055	BLACKFOOT DISTRICT	0386	GROVELAND			First Grade	10/7/2013	Regular School	5	5.00	3.00	1.00	0.50
477	Blackfoot Charter	1294	Blackfoot Charter			First Grade	10/7/2013	Regular School	4	4.00	2.00	1.00	0.50
055	BLACKFOOT DISTRICT	0386	GROVELAND			First Grade	10/14/2013	Regular School	5	5.00	3.00	1.00	0.50
477	Blackfoot Charter	1294	Blackfoot Charter			First Grade	10/14/2013	Regular School	4	4.00	2.00	1.00	0.50
055	BLACKFOOT DISTRICT	0386	GROVELAND			First Grade	10/21/2013	Regular School	5	5.00	3.00	1.00	0.50
477	Blackfoot Charter	1294	Blackfoot Charter			First Grade	10/21/2013	Regular School	4	4.00	2.00	1.00	0.50
055	BLACKFOOT DISTRICT	0386	GROVELAND			First Grade	10/28/2013	Regular School	5	5.00	3.00	1.00	0.50
477	Blackfoot Charter	1294	Blackfoot Charter			First Grade	10/28/2013	Regular School	4	4.00	2.00	1.00	0.50
055	BLACKFOOT DISTRICT	0386	GROVELAND			First Grade	11/4/2013	Regular School	5	5.00	3.00	1.00	0.50
477	Blackfoot Charter	1294	Blackfoot Charter			First Grade	11/4/2013	Regular School	4	4.00	2.00	1.00	0.50



ADA = 1

No student will generate more than 1 ADA

- Tracking at the EDUID level identifies all attendance reported from every District & Charter
 - Students dually enrolled and generating more than 1 ADA will be automatically adjusted
 - Alternative school ADA is paid based up to 25 hours
 - Those student's hours who exceed 25 hours will be automatically adjusted to not exceed 1 ADA
 - You can still offer as many hours as needed
 - Those student's dually enrolled in Alternative School programs & District/Charter schools who generate more than 1 ADA will be automatically adjusted



ADA = 1 cont.

- Dually enrolled students, whether it be in an Alternative School to District or Charter, District to District, or District to Charter students shall not generate more than 1 ADA
 - These student's attendance will be aggregated and adjusted automatically.
 - It is advisable to establish tuition agreements amongst districts, charters and virtual charters and not each claiming a full day of attendance .





ISEE UPLOADS

- After each ISEE upload:
 - Run Balancing reports and balance back to your student management system
 - Clear up any entry and exit reporting errors
 - Clear up duplicate attendance reporting
 - Make sure prior to 12/14/15 that all of your Midterm reporting period corrections have been made as to not affect other funding based on the 2/15/16 Enrollment & ADA data.
 - Report Summer School correctly
 - Assign and report calendars correctly
 - Clear up all errors and warnings





ISEE Errors & Warnings

- Review and clear these up
 - Example: District A inadvertently marked 180-220 students as “*Border Students*”. There were over 100 + Warnings with each upload
 - *Border students attendance are automatically reduced from ADA and Exceptional Child Calculations*
 - *District A lost over 1.2 units each year for over two years (This district was not near a bordering state)*
 - Example: District B had over 100 + Errors - missing attendance records for two schools
 - *District B lost over 18.77 units*





Monthly Data ISEE Submission Schedule

FY2015 - 2016

MIDTERM REPORTING PERIOD

1 st day of school through the 1 st Friday of November Submission Attendance & Enrollment and Staffing Including Summer School			
	Collection Period (Data)	Submission Period	
Summer Alternative	06/01/2015 - 09/11/2015	08/07/2015 - 09/18/2015	Correction Deadline 12/14/15 February 15th Payment
October Submission	07/01/2015 - 10/02/2015	10/02/2015 - 10/15/2015	
November Submission	10/03/2015 - 11/06/2015	11/06/2015 - 11/20/2015	

Opportunities to
fix Midterm
reporting period

4TH REPORTING PERIOD

November - February Submission & Corrections Attendance & Enrollment and Staffing			
STAFFING CORRECTIONS:	After 12/14/15 all corrections MUST be requested and approved prior to the deadline of 3/27/16		
ATTENDANCE & ENROLLMENT CORRECTIONS:	All corrections MUST be submitted prior to the deadline of 3/27/16		
	Collection Period (Data)	Submission Period	
March Submission	11/07/2015 - 03/04/2016	03/04/2016 - 03/18/2016	Correction Deadline 3/27/16 May 15 th Payment

3/27/16 Deadline for
all corrections to
Midterm Reporting
Period

FINAL REPORTING PERIOD

March – June Submissions			
Attendance & Enrollment Final Submission 6/17/16			
	Collection Period (Data)	Submission Period	
May Submission	03/05/2016 – 05/06/2016	05/06/2016 – 05/20/2016	Deadline 6/17/16 July 15 th Payment
End of Year Submission	05/07/2016 – 06/17/2016	05/20/2016 – 06/17/2016	
ATTENDANCE & ENROLLMENT CORRECTIONS: Any corrections needed after 3/27/16 MUST be requested and approved prior to the 6/17/16 deadline.			

Any corrections to
Midterm reporting
period must be approved
prior to 6/17/16 deadline



WHO TO CONTACT

Attendance & Enrollment

208-332-6840

Shannon Wendling

swendling@sde.idaho.gov

Pam Brewer

pbrewer@sde.idaho.gov

